



# HAMILTON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

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## MINUTES

### LEPC Meeting Minutes, May 11, 2005

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held May 11, 2005 at the Chattanooga Fire Training Center, 3300 Amnicola Highway, Chattanooga, Tennessee. The following constitutes the minutes of that meeting.

Those in attendance were:

Dane Creel, Kraft Foods, Chairman  
Bruce Garner, Chatt. FD, 1st Vice Chairman  
Mike James, Marion Environ. V/Chairman  
Caleb Womack, Chattem Chem., V/Chair  
Wayne Stuntz, Sect/Treasurer/Tier II Coord.  
Jim Hoff, ADM  
Doug Townsend, HEPACO, Inc.  
Connie Morin, Security Engineers  
Larry Martin, McKee Foods  
Charles Goodner, RACES  
Caroline Williams, LWV  
Craig Allison, Hawker Power Source  
Thomas Gallant, Marion Environ.  
Indu Thaker, Ham. Co. Engineers  
Jim Appleberry, CFD  
Randy Jacks, CFD

Jim Coppinger, Chief, CFD  
Tim McDonald, Stormwater Mgmt  
David Darnell, BASF  
David Debuty, Security Engineers  
Brian Lopez-Cepero, Self/City of Chatt.  
Susan Holmes, TN American  
Mark Zinnanti, TN American  
Chuck Nichols, CFD (Speaker)  
Charlie Lamar, Brenntag  
Garish Patel, ALCO Chemical  
George Sivils, INVISTA/DuPont  
Karen Dale, INVISTA/DuPont  
Mike Brooks, East Ridge F/D  
Mike Edwards, McKee Foods  
Shirley Green, CARTA

**Introductory Remarks:** Chairman Dane Creel began by welcoming all in attendance and thanked Chief Coppinger and the Chattanooga Fire Department for hosting the meeting and for supporting the LEPC over the years.

#### Old Business:

- Motion to approve March 9, 2005 LEPC Meeting Minutes was made by Bruce Garner, seconded by Larry Martin—motion passed.

- Financial report given by the Secretary, Mr. Wayne Stuntz. Motion was made by Bruce Garner to approve Financial report as presented, seconded by Brian Lopez-

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Cepero—motion passed. The Financial report is a matter of record for the meeting.

### **New Business:**

- Following the approval of the financial report, Mr. Stuntz updated the Committee on additional responses to the LEPC “request for donations” letter sent out to local industry in February this year. Since last report, five additional companies have generously donated a total amount of \$1,650 bringing the total donation this year to \$3,900.00. The names of those companies were read aloud during the meeting.
- Chairman Creel asked if there was anyone in attendance who wished to become a member of the LEPC at this time—there were none.
- Sub-committee Chairpersons reports:
  - Training Subcommittee—In Chief Tittle’s absence, The Chairman noted that Hamilton County was planning a District wide exercise for June 23, 2005.
  - Plans Subcommittee—Although subcommittee Chair Dawn Ford was not present, Chairman Creel passed around a copy of the newly proposed LEPC brochure for everyone to look at. There were some changes recommended during the March 9 meeting and were subsequently incorporated in the new brochure for Committee review. Dane mentioned that Dawn had obtained three quotes on printing the brochures and that Marion Environmental had agreed to cover the cost of printing 5000 brochures.
  - Exercise Subcommittee—Mike James had no input.
  - Membership Subcommittee—Dick Twitchell not in attendance.
  - Public Outreach Subcommittee—Jamie Farrow not in attendance.
  - Programs Subcommittee—Caleb Womack said he had, as yet, no program planned for July meeting. Chairman Creel asked that if other Committee members had any program suggestions for the July meeting to let him or Caleb know.
- Mr. Stuntz posed a question to the Committee asking what sort of topics would be more beneficial/interesting to industry to be presented during our bi-monthly meetings? Noting that it is often difficult to come up with speakers or programs that are apropos to the majority of the LEPC membership—i.e. industry. What

areas should our Program subcommittee concentrate on when seeking topics for our meetings?

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- Mr. Garish Patel, of Alco Chemical, offered that he would be interested in hearing perhaps a summary of an industrial emergency, such as transportation accidents/incidents, etc. that have occurred in the local area that industry could learn from.
  - Mr. David Darnell added to Garish's comments saying that anytime there is an incident involving hazardous materials, (which David said is what the LEPC is charged with to monitor) there might be some value in hearing about those type incidents—regardless of where it happened (locally, nationally, or internationally), i.e. lessons learned. Another area he said might be of concern would be if there were any changes in capabilities, or training initiatives that local first responders were involved with that might affect industry in coordinating their plans locally.
  - Mr. George Silvis said that in terms of industry in general, and from the perspective of the local Air Pollution Control Bureau—there have been recent changes in the national ambient air quality standards around O-Zone's, etc—George said that it might be a good time to ask Mr. Bob Colby to speak to the Committee again.
  - Ms. Connie Morin of Security Engineers offered yet another program suggestion and that was to have someone from her Corporate office talk about procedures to take in the event of a bomb threat—Ms Morin said that their Quality Assurance Department often goes to different plants to cover that and other such topics.
  - Mr. Mike Edwards of McKee Foods said that it has been a couple of years since anyone has spoken to the Committee about the County HAZMAT team/HAZMAT truck—perhaps it is a good time to have a 'show and tell' on its role and capabilities.
- Chairman Creel thanked all who had provided suggestions on subject matter for future meeting programs.
  - Chairman Creel, noting that Ms. Any Young (previously hired intern) was not present to provide an update on the LEPC Emergency Response Plan, said that he thought she had finished with digitizing the plan, however, he had not seen a copy of the plan yet.
  - Chairman Creel once again reiterated his request for the Committee to provide their comments/suggestions regarding the copy of the new LEPC brochure that was passed around for review. Dane said that it would go to print soon and if there were suggestions—members could e-mail their comments to him. General consensus was that the brochure looked good.

- Dane spoke briefly about a future LEPC conference saying that in the past the LEPC generally applied for a grant from TEMA—monies that comes from the DOT for training and planning, etc. Dane briefly recapped on Hamilton County

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- LEPC history of hosting an excellent conference for several years in a row and reminded the Committee that even though we did not apply for a conference grant this year—there was approximately \$4,000 grant money remaining that was basically earmarked for our LEPC (by TEMA) to use for training or an approved agenda. Dane asked Mr. Darnell to comment further.
  - David Darnell confirmed that there was approximately \$4,000 of Grant money left and that with a 20% match in funds—the State would provide us with those funds. David said he was charged with how best to utilize those funds.
  - David said that he has spoken with Chief Chuck Nichols to discuss what the needs were locally and what the priorities are—coming to the conclusion that the county is in need of Specialist training—specifically specialist training for highway cargo containers.
    - After some inquiries, David said that he found a group called Safe Transportation Training Specialists (STTS) out of Carmel, IN—a group noted for their expertise in highway cargo container emergency response training.
- David said this group has proposed to provide a two-day, 16-hour tank truck emergency response workshop at for a total cost of \$7,299.00, which would leave the LEPC with a remainder cost of \$3,299.00.
  - David said that this type of training is for those in an emergency services first responders role. David said the class would accommodate a maximum of 35 personnel who must be at the Technician level as a minimum to participate.
  - Larry Martin made a motion to move forward with the training opportunity and not to exceed \$5,000 for the LEPC share—which covers the 20% matching funds and the remainder of the cost between the grant and the training total cost of \$7,299. Brian Lopez-Cepero seconded, and motion carried with no opposed votes.
- Chairman Creel, echoing Chief Tittle's desire that the LEPC continue efforts over the 10 county HLS District 3 said that the County is now in the process of purchasing and implementing a 'reverse 911 system'. Dane said he is currently trying to get players together to discuss this issue.

- Chairman Creel spoke about an e-mail that Wayne Stuntz had received from a company called Intelligent Decisions Systems (IDSi) regarding a software program called “Tier II Manager”—

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part of a GIS based program which allows responders in the field to access information in real time (i.e. MSDSs, Emergency Response Plans, Tier II information, etc. Dane said that he would set up a net meeting with this company possibly during the LEPC Executive meeting next month to see if it will fit our needs and how expensive it is—which could possibly tie into the District 3 HLS issue previously discussed.

#### **Other Business:**

- Bruce Garner introduced Chief Jim Coppinger who addressed the Committee by saying how important the LEPC is to the Chattanooga Fire Department and to have the opportunity to network with the public and private sector—partnering with them through drills or calling on a facility for information or resources.
- Chief Coppinger took the opportunity to say that the Chattanooga Fire Department recently received a Class 2 rating from the Insurance Services Office (ISO), which places the CFD in the top .7% of Fire Departments in the country. Chief Coppinger said that out of a possible 40 point rating given by the ISO, the CFD received better than 37 points—a testament of the Fire Departments commitment to training and excellence. Chief Coppinger said this achievement was not an effort by a select few but an effort by many people to include the other 400 members of the Fire Department—noting that it takes teamwork to make things like that happen.
- Chief Coppinger then introduced and turned the meeting over to Tactical Services Chief, Chuck Nichols (whom Chief Coppinger praised highly) as the speaker for our meeting.
- Chief Nichols spoke about planning—in particular, the six essential elements to success in emergency planning as it relates to emergency response. Chief Nichols covered extensively, the six specific elements of a successful plan—those being Police, Prevention, Preparedness, Procedures, Performance and Practice. Chief Nichols said these are all important elements to develop and maintain plans that are effective and workable. He said that planning is a critical element of the emergency response effort—a dynamic living process that is always changing and that the driving force in planning is a positive attitude—a belief that the planning will benefit the organization and the individual. A copy of this presentation is on file with the meeting minutes.
- Chairman Creel thanked Chief Nichols for his excellent presentation. A motion was made to adjourn and meeting adjourned. We thank the Chattanooga Fire Department for providing lunch at the end of the meeting.

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**Next Meeting:**

- Next meeting is scheduled for July 13, 2005 at the Wally's Restaurant in East Ridge.

Respectfully submitted...

Wayne Stuntz  
LEPC Secretary